

CITY OF AUBURN

CERTIFICATE OF COMPLIANCE INFORMATION

Any person owning real property or a person buying real property in connection with a contract of sale may request a determination from the City that the property complies with State law and local ordinance (Section 66499.35(a) of the Subdivision Map Act).

This provision of the Map Act is most often used when a prospective buyer of a piece of property wants assurance that the parcel they wish to buy was created legally. It is also used to validate parcels created as non-valid building sites through the Minor Land Division process.

It should be noted that Certificates of Compliance, except in rare instances, do not address whether a parcel is buildable. Whether a parcel can be built upon is a function of those ordinances which govern such activities that are in effect at the time of building permit application.

NOTE: A separate application and fee is required for each parcel for which a Certificate is requested.

PROCESSING

1. Complete the application form and file with the current filing fee.
2. Copy of deed(s) which first created this parcel or which transferred this parcel at a time when such a transfer and parcel configuration complied with State and local law.
3. Copy of any deeds which change the property's description between the time the parcel was created and the present.
4. Copy of the current owner's deed.
5. Five copies of the typed legal description for the property
6. Five copies of the display map using taped or known measurements of the property shall be clearly and legibly drawn on one sheet of paper no bigger than 8 1/2" x 11" in size. The map shall also contain the following information.
 - a. boundary lines and dimensions of parcel being reviewed.
 - b. all existing structures together with their dimensions, approximate distance between structures, and approximate distance from boundary lines.
 - c. names, locations and widths of all existing traveled ways, including driveways, streets, and rights-of-way known to the owner, as to the location on or near the property.
 - d. approximate area of property.
 - e. approximate location and dimensions of all existing easements, wells, leach lines, seepage pits, or other underground structures.
 - f. approximate location of all creeks and drainage channels and a general indication of slope of the land.
 - g. north arrow and approximate scale of drawing.
 - h. vicinity map to show the subject property in relation to existing City roads and adjacent properties sufficient to identify it for field review.
 - i. Assessor's parcel number, section, township, and range.
 - j. names of property owners and applicant (if any).